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PART-I

Notifications, Orders and Declarations by Haryana Government

STATE ELECTION COMMISSION HARYANA

NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17, PANCHKULA-134109

Notification

The 20th March, 2023

No. SEC/2ME/2023/479.— In accordance with the provisions contained in section 3A of the Haryana Municipal Act, 1973 read with rule 4 of the rules made there under and the powers conferred under clause (1) of article 243ZA of the Constitution of India, the State Election Commission, Haryana hereby directs to distribute the electors of the respective areas of Legislative Assembly constituency or part thereof prepared by the Election Commission of India with reference to 1st January, 2023 as the qualifying date and finally published on **05.01.2023**, into the booths and wards of Municipal Council, **Ambala Sadar(Ambala)**, Municipal Committee, **Adampur (Hisar)**, **Julana (Jind)**, **Kanina (Mahendergarh)**, **Loharu (Bhiwani)**, **Hathin (Palwal)**, **Ateli Mandi (Mahendergarh)**, **Tauru (Mewat)**, **Kharkhoda (Sonipat)**, **Nilokheri (Karnal)**, **Narnaund (Hisar)**, **Siwani & Bawani Khera (Bhiwani)**, **Beri (Jhajjar)**, **Kalanaur (Rohtak)**, **Farukh Nagar (Gurugram)**, **Jakhal Mandi (Fatehabad)** and **Pundri (Kaithal)**.

2. The electoral rolls of the above said Municipal Committees shall be prepared with the help of National Informatics Center (NIC) by converting the relevant parts of the electoral rolls of Legislative Assembly constituency into the wards of Municipal Committee/Council concerned.

3. The schedule for the preparation of electoral roll is given as under:-

(i)	Distribution of electors of the respective area of the Legislative Assembly constituency finally published by the Election Commission of India on 05.01.2023, with reference to 1 st January, 2023 as qualifying date, into the booths of the wards of the above said Municipal Committees in the format attached at annexure "A" as a draft electoral rolls.	27.03.2023 to 13.04.2023
(ii)	Publication of draft electoral rolls of all the wards of these Municipal Councils/Committees as referred in sub para (i) above for inviting claims and objections. [Rule-4(3)]	17.04.2023
(iii)	Last date by which claims and objections shall be presented to the Revising Authority. [Rule-4(4)(i)]	21.04.2023

(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority. [Rule-4 (4) (v)& (vii)]	02.05.2023
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-4 (4) (viii)]	05.05.2023
(vi)	Last date for disposal of appeals by the Deputy Commissioner.[Rule 4(4) (viii)]	10.05.2023
(vii)	Final publication of ward wise Electoral Rolls.(Rule-4 (4) (ix)	15.05.2023

4. It is further directed that two copies of the latest Legislative Assembly electoral rolls prepared and published on **05.01.2023** with all supplements by the Election Commission of India shall be obtained free of cost from the Election Tehsildar/Election Naib Tehsildar, concerned. The database of the electoral rolls has already been supplied to the District Informatics Officer, through the State Informatics Officer, NIC, Haryana.

5. It is further directed that:-

- (i) The Deputy Commissioner concerned shall give wide publicity to the above programme. He/She shall issue press note and also paid advertisement in two local newspapers. He/She shall also make publicity through local cable network.
- (ii) The Deputy Commissioner concerned shall publish, on the date prescribed in sub-para (ii) of para 3 above, the draft electoral rolls along with a notice including the dates by which the claims and objections can be presented and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.
- (iii) One copy of the draft electoral roll published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
 - (a) Office of the Deputy Commissioner concerned.
 - (b) Office of the Secretary, Municipal Committee concerned.
 - (c) Office of Revising Authority/Authorities concerned; and
 - (d) All Voter Information and Collection Centers (VICCs) set up for receiving claims and objections.
- (iv) After draft publication of ward-wise electoral rolls, the same should also be hosted on the website of the District Administration concerned, with search facility.
- (v) A copy of draft electoral rolls and finally published electoral rolls along with database in compact disc duly signed by the concerned Revising Authority/Authorities shall be kept in a sealed cover in the Treasury concerned within 24 hours from the date of the publication of draft and final electoral rolls, respectively.
- (vi) In order to facilitate electors and general public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner concerned shall set-up sufficient number of Voters Information and Collection Centers (VICC) within the territorial limits of the Municipal Committee for receiving claims and objections. These centers shall be fully equipped with computers and broadband internet connection. VICC will be set up with the help of the National Informatics Center.
- (vii) Every claim and objection with regard to draft electoral roll shall be addressed and presented to the Revising Authority in the prescribed Form A and B, claims and objections can also be sent to the Revising Authority through registered post.
- (viii) Claim in Form-A can be filed by any person whose name existed in the relevant part of the electoral roll of the Legislative Assembly and could not be included in the draft electoral roll of the municipality, who intend to include his/her name, make correction in their entries or transposing his/her name in another ward in the electoral roll.
- (ix) Objections in Form-B shall be filed by those applicants who intend to object inclusion of names or seek deletion of names from the electoral roll.
- (x) The VICC shall make available the prescribed forms for filing claim and objections, on demand free of cost, and receive the same for consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the District Administration downloadable free of cost.
- (xi) As and when any person files claim and objection, he/she shall be given a receipt in the prescribed format given in the form. An entry shall also be made in the registers.

- (xii) The Deputy Commissioner concerned shall appoint one Authorized Officer not below the rank of Group-B for maximum up to three wards and sufficient number of supporting staff and other officials of the Municipal Committee, to assist the Revising Authority/Authorities to discharge his/her/their duty.
 - (xiii) The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/she/they think(s) fit, record his/her/their decision in writing and shall make available forthwith a copy of such decision to the objector or claimant free of charge. Decision of the Revising Authorities shall also be hosted on the website for information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration.
 - (xiv) The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Rule 4 (4) (vii) of the Haryana Municipal Election Rules, 1978 shall forward a list of such claims and objections along with his/her/their orders thereon to the Deputy Commissioner concerned. Any person aggrieved with the order of the Revising Authority/Authorities may, within prescribed period, file an appeal to the Deputy Commissioner in prescribed format annexed as Annexure-D. The Deputy Commissioner shall decide the appeal within the specified time. Decision of the Deputy Commissioner on appeal shall be final. The rolls so amended shall be final and two copies thereof duly signed by the Deputy Commissioner and Revising Authority shall be kept in their office together with list of additions and corrections.
 - (xv) The Deputy Commissioner concerned shall publish the final electoral rolls on 15.05.2023, which shall come into force from the date of its publication.
 - (xvi) After completion of every stage of the electoral rolls process as stated above, the Deputy Commissioner concerned shall send information in the format given in Annexure "B" and "C" to the Commission immediately.
- 6.** It is further directed that the ward wise and booth wise updated electoral rolls of these Municipal Committees shall be finally published on 15.05.2023. In addition, a copy of the electoral rolls along with a CD (compact disc) containing database of the same in PDF format shall be sent to all political parties in the State of Haryana on the same day under intimation to the State Election Commission, Haryana.
- 7.** The State Election Commission, Haryana further directs that the list of the dead persons be obtained from the office of Registrar, Births and Deaths/ municipality concerned/Anganwari worker etc. If, name of any dead person existed in the relevant part of the electoral roll of the Legislative Assembly constituency the same should not be included in the draft electoral roll of the municipality.
- 8.** The State Election Commission, Haryana further directs that while preparation of draft electoral roll of the municipality de-duplication software be got run, if double/multiple entry of the same name/names of a person(s) come to the notice, the same should be deleted from more than one place after physical verification of the residence of concerned person(s) and after giving him/her/them an opportunity of hearing.
- 9.** It is further directed that the final electoral rolls of these Municipal Councils/Committees shall be hosted on the website of the District Administration concerned on the day of its publication.

DHANPAT SINGH,
State Election Commissioner, Haryana.

ANNEXURE-A

अनुबन्ध-A

मुख्य पृष्ठ

नगरपरिषद्/नगरपालिका मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :-				
जिले का नाम :		भाग संख्या :		
		क्रमांक नं० _____ से _____ तक		
1. (क) नगरपरिषद्/नगरपालिका का नाम : (ख) नगरपरिषद्/नगरपालिका का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम) : (घ) नगरपरिषद्/नगरपालिका का बूथ क्रमांक एवं नाम :				
2. पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष : पुनरीक्षण की तिथि : पुनरीक्षण का स्वरूप : प्रकाशन की तिथि :		नामावली पहचान : नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी अनुपूरकों सहित एंकीकृत व वर्ष _____ की पुनरीक्षित मूल निर्वाचक नामावली		
मतदाताओं की संख्या				
आरंभिक क्रम संख्या	अंतिम क्रम संख्या	पुरुष	महिला	कुल

कुल पृष्ठों का पृष्ठ: 1

वार्ड संख्या ———

(नाम) नगरपरिषद्/पालिका निर्वाचन नामावली, 2023

भाग संख्या ———

1 पहचान पत्र का क्रमांक SX1030964 नाम : लछमी देवी पति : सत्यावन मकान न : 1 आयु : 24 लिंग : महिला	*1/044	2 पहचान पत्र का क्रमांक FX1808252 नाम : माई राम पिता : माम चन्द मकान न : 4 आयु : 60 लिंग पुरुष	*2/044	3 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : लछमी पति : माई राम मकान न : 4 आयु : 55 लिंग: महिला	*03/044
4 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : वीरभान पिता : झासु राम मकान न : 4 आयु : 36 लिंग : पुरुष	*04/044	5 पहचान पत्र का क्रमांक HR/03/14/0153004 नाम : देवी पति : वीरभान मकान न : 4 आयु : 34 लिंग : महिला	*05/044	6 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : मिहा सिंह पिता : झासु राम मकान न : 4 आयु : 34 लिंग : पुरुष	*06/044
7 पहचान पत्र का क्रमांक HR/03/14/0153008 नाम : कर्मवीर पिता/पति : माई राम मकान न : 4 आयु : 33 लिंग : पुरुष	*7/044	8 पहचान पत्र का क्रमांक FSX1808401 नाम : शीला पति : मिहा सिंह मकान न : 4 आयु : 32 लिंग : महिला	*08/044	9 पहचान पत्र का क्रमांक FSX1644640 नाम : कमलेश पति : कर्मवीर मकान न : 4 आयु : 24 लिंग : महिला	*09/044
10 पहचान पत्र का क्रमांक FSX1644582 नाम : सोनू पिता : वीरभान मकान न : 4 आयु : 23 लिंग : पुरुष	*10/044	11 पहचान पत्र का क्रमांक FSX1644624 नाम : धर्मवीर पिता : माई राम मकान न : 4 आयु : 23 लिंग : पुरुष	*11/044	12 पहचान पत्र का क्रमांक FSX1644640 नाम : राम पाल पिता : माई राम मकान न : 4 आयु : 24 लिंग : पुरुष	*12/044
13 पहचान पत्र का क्रमांक FSx1807940 नाम : अंगूरी पिता : रति राम मकान न : 5 आयु : 68 लिंग : महिला	*13/044	14 पहचान पत्र का क्रमांक HR/03/14/0153011 नाम : मांगे राम पिता : रति राम मकान न : 5 आयु : 39 लिंग : पुरुष	*14/044	15 पहचान पत्र का क्रमांक HR/03/14/01153991 नाम : सुख देवी पति : मांगे राम मकान न : 5 आयु : 33 लिंग : महिला	*15/044
16 पहचान पत्र का क्रमांक FSx1833052 नाम : जय कुमार पिता : आशा राम मकान न : 5 आयु : 65 लिंग : पुरुष	*16/044	17 पहचान पत्र का क्रमांक HR/03/14/0154135 नाम : कृष्णपाल पिता : जय कुमार मकान न : 5 आयु : 29 लिंग : पुरुष	*17/044	18 पहचान पत्र का क्रमांक नाम : कृष्ण पाल पति : जै कुमार मकान न : 5 आयु : 25 लिंग : पुरुष	*18/044
19 पहचान पत्र का क्रमांक नाम : सुख चैन पिता : जय कुमार मकान न : 5 आयु : 24 लिंग : पुरुष	*19/044	20 पहचान पत्र का क्रमांक FSX1602085 नाम : सुमन देवी पिता : शुक्राम्पाल मकान न : 5 आयु : 25 लिंग : महिला	*20/044	21 पहचान पत्र का क्रमांक HR/03/14/0153012 नाम : साधु राम पति : राम चन्द मकान न : 7 आयु : 51 लिंग : पुरुष	*21/044
22 पहचान पत्र का क्रमांक HR/03/14/0153013 नाम : शन्ति पिता : साधु राम मकान न : 7 आयु : 45 लिंग : महिला	*22/044	23 पहचान पत्र का क्रमांक HR/03/14/0153014 नाम : राम जुवाहरी पिता : साधुराम मकान न : 7 आयु : 35 लिंग : पुरुष	*23/044	24 पहचान पत्र का क्रमांक HR/03/14/01153992 नाम : कृष्ण कुमारी पति : राम जुवाहरी मकान न : 8 आयु : 31 लिंग : महिला	*124/044
25 पहचान पत्र का क्रमांक HR/03/14/0253016 नाम : अंगूरी पिता : मामन सिंह मकान न : 8 आयु : 71 लिंग : महिला	*25/044	26 पहचान पत्र का क्रमांक HR/03/14/0153018 नाम : मुरती देवी पिता : बलवान सिंह मकान न : 8 आयु : 45 लिंग : महिला	*26/044	27 पहचान पत्र का क्रमांक FSX1808021 नाम : रमेश पति : मामन सिंह मकान न : 8 आयु : 43 लिंग : पुरुष	*27/044

को अंतिम प्रकाशित विधान सभा मतदाता सूची का क्र०/भाग नं०
आयु 01/01/2023 के अनुसार

ANNEXURE “B”**INFORMATION REGARDING CLAIM AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL COUNCIL/COMMITTEE_____

Ward No.	Total No. of Electoral/ Voters	CLAIMS RECEIVED		OBJECTIONS RECEIVED		APPEAL BEFORE THE DEPUTY COMMISSIONER	
		Accepted	Rejected	Accepted	Rejected	Accepted	Rejected
1	2	3	4	5	6	7	8

SIGNATURE OF OFFICER

ANNEXURE "C"

INFORMATION REGARDING WARDWISE VOTERS

NAME OF COMMITTEE : _____

Name and No. of the relevant parts of Legislative Assembly, which falls within the jurisdiction of Committee		
Total No. of voters in the relevant parts of Legislative Assembly falls within the jurisdiction of Committee		
Male	Female	Total

WARDWISE DETAIL OF THE VOTERS ENTERED IN THE ELECTORAL ROLLS OF MUNICIPAL COMMITTEE

Ward No.	Male	Female	Total	Difference between the no. of voters of Legislative Assembly and M. Committee, if any.	In case of difference, remarks thereof
Total					

ANNEXURE "D"

Appeal against the order of Revising Authority

(Draft specified by the State Election Commission under Rule 4(4) (viii))

Place _____

Dated: _____

To

Deputy Commissioner, _____

District: _____

Subject: **Appeal against the order No. _____, dated _____ of the Revising Authority, _____, (Municipal Council/Committee _____).**

Sir,

Aggrieved by the referred order of Sh. _____, authorized Revising Authority appointed for the preparation of electoral roll of the Municipal Council/Committee noted in the subject, I submit this appeal, photocopy of the impugned order is enclosed.

2. I filed the following claim/ objection before the Revising Authority:-

3. The following are the basis of my appeal :-

- (1) _____
 (2) _____

4. It is requested that re-considering the facts and documents submitted by me, impugned order of the Revising Authority may be set aside and my claim/ objection may be accepted.

If name of the appellant is included in the electoral roll, then its description:- Municipality: _____ Ward No. _____ Voter No. _____	Signature (Appellant) _____ Name (Full) _____ Father/ husband name _____ _____ Address _____
--	--

Declaration

I, above stated appellant, declare that the facts written in the above paras of this appeal are true to the best of my knowledge and belief.

Signature (Appellant) _____

Name (Full) _____

Enclosure:

(1) Photocopy of order dated _____
 of Revising Authority.

(2) Documents (if any) in support of the
 submitted Appeal.

Receipt of appeal and information regarding date of hearing

Sh./Smt. _____, Father/ Husband _____
submitted the appeal against the order dated _____, in which hearing shall be held at 10-30 A.M.
on _____, appellant to be present in my office with necessary proof.

Signature _____

Deputy Commissioner _____

Dated: _____